A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE TO PROCEED WITH HDR/W.L. JORDEN, INC. FOR FC-6980-97, ANNUAL CONTRACT FOR SURVEY AND MAPPING SERVICES TO CONDUCT A SURVEY OF VINE CITY DEMOLITION & IMPROVEMENTS ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED EIGHT THOUSAND EIGHT HUNDRED DOLLARS (\$8,800.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J27 524001 Q38102729999.

WHEREAS, the City of Atlanta (the "City") did enter into FC-6980-97, Annual Contract for Survey and Mapping Services to conduct surveying services to identify, locate and map all exiting and active utilities within the limits of the Project Site (see Attachments A and B); and

WHEREAS, the Commissioner of the Department of Watershed Management requires Survey Services for Vine City Demolition and Site Improvements in the amount not to exceed Eight Thousand Eight Hundred Dollars (\$8,800.00); and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer for the Department of Procurement have recommended HDR/W.L. Jorden, Inc. to provide survey services for Vine City Demolition and Site Improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to approve a notice to proceed with HDR/W.L. Jorden, Inc. for FC-6980-97, Annual Contract for Survey and Mapping Services to conduct a survey of Vine City Demolition and Site Improvements, in the amount not to exceed Eight Thousand Eight Hundred Dollars (\$8,800.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate agreement for execution by the Mayor to be approved by the City Attorney as to form.

BE IT FURTHER RESOLVED, that this notice to proceed should not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.

BE IT FINALLY RESOLVED, that all services for said notice to proceed shall be charged to and paid from fund account and center number: 2J27 524001 Q38I02729999.

11/10/03 DOP (ADS)

LEGISLATIVE SUMMARY

TO: City Utilities Committee

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE TO PROCEED WITH HDR/W.L. JORDEN, INC. FOR FC-6980-97, ANNUAL CONTRACT FOR SURVEY AND MAPPING SERVICES TO CONDUCT A SURVEY OF VINE CITY DEMOLITION & IMPROVEMENTS ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED EIGHT THOUSAND EIGHT HUNDRED DOLLARS (\$8,800.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J27 524001 Q38102729999.

Council Meeting Date: December 1, 2003

Legislation Title: Resolution to issue a notice to proceed for FC-6980-97, Annual

Contract for Survey and Mapping Services for the Vine City

Demolition and Site Improvements.

Requesting Dept.: Department of Watershed Management

Background: The Contractor will provide services described in Attachments

A and B. The Contractor will provide professional services to identify, locate & map existing utilities within the limits of the

Vine City Demolition & Site Improvements Project Site.

Fund Account Center: 2J27 524001 Q38I02729999.

Prepared By: Anthony Stanley

Contact Number: (404) 330-6384



SHIRLEY FRANKLIN MAYOR

WATERSHED MANAGEMENT JACK E. RAVAN Commissioner

DEPARTMENT OF

55 TRINITY AVENUE SW. SUITE 5400, SOUTH BLDG. ATLANTA, GEORGIA 30335-0310 OFFICE 404-330-6081 FAX 404-658-7194

MEMORANDUM

TO:

Adam L. Smith, Chief Procurement Officer

Department of Procurement

FROM:

Jack E. Ravan, Commissioner

Department of Watershed Management

DATE:

November 6, 2003

RE:

Request to Prepare Legislation for

FC-6980-97, Vine City Demolition & Site Improvements -

Lexaran

HDR/W. L. Jorden

The Department of Watershed Management is seeking assistance from the Department of Procurement in the preparation of legislation, regarding the above referenced project.

All associated costs will be billed to and paid for from 2J27 524001 Q38IO 22729999.

Should you have any additional questions or concerns, please feel free to contact Sharon Owen of my staff at ext. 6761.

Thanking you in advance for your continued support and cooperation.

JER/SO/cpb

C:

Robert Hunter

Sharon Owen

Keith Brooks

Patti McMahon

Marcia Hurd-Wade

Larry Harrod

Rudy Chen

Yolanda McCrory

File

CITY OF ATLANTA DEPARTMENT OF WATERSHED MANAGEMENT VINE CITY DEMOLITION & SITE IMPROVEMENTS EXISTING SITE UTILITIES LOCATION SURVEY SCOPE OF WORK

September 15, 2003

Background and Objectives

On September 21, 2002, following a significant rainfall event, large portions of the City's Vine City neighborhood were declared emergency disaster areas, due to excessive flooding from surface runoff flows and the existing combined sewer overflow (CSO) facilities. One of the most severe flood impacted areas in Vine City was the residential neighborhood at Vine Street and Rock Street.

As a result of the flooding, City officials and representatives held a series of meetings with the Neighborhood Planning Unit (NPU), residents, community-based organizations and others in Vine City to find a permanent and cost-effective solution to mitigate the impact of future flooding in the area. Based on the meetings and completed sewer studies, the City Council adopted resolutions and began efforts to acquire approximately 64 parcels of land and improvements, currently located in the 100-Yr. Flood Plain, from private owners in Vine City.

Following property acquisitions, the City anticipates demolishing and removing existing structures and buildings, and restoring the site for future green space. The majority of the land being acquired is within the following boundaries: Simpson Street to the north; Thurmond Street to the south; Walnut Street to the east; and Elm Street to the west. Only one of the 64 parcels of land is located outside the stated boundaries. The address of that particular property is 344 Oliver Street, NW, Atlanta, Georgia. The 64 parcels of land are referred to as the "Project Site" in this document.

Scope of Work

Surveying services to be provided under the present Annual City-wide Surveying and Mapping Contract # FC-6980-97 shall include the following scope of work at the Project Site:

Identify, locate and map all existing and active utilities within the limits of the Project Site (see Attachments A and B).

Existing utilities shall include, but not be limited to, electrical power, gas, sewer and water distribution systems; and telephone communication and fiber optic cables.

Existing utility location and routing shall be generated based on completed field survey and record search. The final drawings submitted to the City will include the following: existing benchmarks, vertical and horizontal controls, angle measurements, valve box, hydrants, pipe diameter, top and invert elevations of manhole and catch basin, light pole, and existing easements and public right-of-ways.

The survey data shall incorporate the horizontal and vertical datum used to generate the design documents for the Mineral Springs Trunk Sewer Improvements Project. A copy is available by contacting the R.M. Clayton WRC Construction Management Group Office at 404-350-3676.

One electronic copy (in AutoCAD, R13 or comparable format) and five hard copies of the final utility location drawings shall be submitted to the City.

Project Management

Project management includes managing the day-to-day activities of the Project Team and interfacing and coordinating with the City Point-of-contact. Project management will also include the following:

- 1. Hold project kick-off meeting with HDR/WLJorden and City staff, as required, to start the work on the project.
- 2. Issue project management plan and schedule of completion with HDR/WLJorden and City point-of-contact identified.
- 3. Schedule tasks including field visits to the Project Site.
- 4. Schedule and conduct monthly progress meetings and other meetings as required to review the status of the project.
- 5 Maintain project files and data log of materials provided by the City.
- 6. Coordinate public relation and community-right-to-know activities with the City.
- 7. Issue monthly progress report to the City to document status of tasks, planned action items, schedule update, financial status and stakeholder-ship concerns that may impact the completion of the project.

Project Deliverables

The deliverables for the project are as follows:

- 1. Submit six (6) copies of the preliminary site utility location drawings to the City Project Manager for review.
- 2. Submit one (1) electronic copy (in AutoCAD, R13 or comparable format) and five (5) hard copies of the final site utility location drawings to the City Project Manager.

Schedule

The project schedule will include the following:

- 1. A project kick-off meeting will be scheduled within 2 weeks after the Notice-to-Proceed (NTP) is issued.
- 2. HDR/WLJorden submits preliminary site utility location drawings to the City Project Manager within 4 weeks after the Kick-off meeting.
- 3. The City submits review comments to HDR/WLJorden within 2 weeks after receiving the preliminary drawings.
- 4. HDR/WLJorden submits final site utility location drawings to the City Project Manager within 2 weeks after receiving the review comments from the City.

Project Assumptions

The following assumptions are related to the project:

- 1. The City shall provide public relations assistance during execution of the work.
- 2. HDR/WLJorden and the City will work cooperatively to complete the required work in order to satisfy the project completion schedule.

Cost Proposal

HDR/WLJorden will perform the services described in the scope of work for the following not-to-exceed amount:

Final Site Utility Location Drawings \$8,800.00 (See Attachment C)

Total \$8,800.00

Cost Proposal Evaluation and Recommendation

The \$8,800.00 not-to-exceed cost submitted by HDR/WLJorden was evaluated and found it to be fair and reasonable for completing the scope of work indicated above. Therefore, it is recommended that the work begin as soon as possible and be completed under the existing Annual City-wide Surveying and Mapping Contract # FC-6980-97.

Vine City Demolition and Site Improvements Existing Site Utilities Location Survey

Attachment A
Project Site Location Map

Attachment B
List of Land Parcels to be acquired by the City

Page 6

Rock and Vine Streets Sewer Project Project Status Report

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HDR / WLJorden

September 09,2003

Mr. Rudy Chen, P.E. City of Atlanta Department of Watershed Management 2440 Bolton Road, NW Atlanta, GA 30318

Re: Vine City Utility Survey

PA: 02003-

Proposal For Services

SCOPE OF SERVICES:

HDR/WLJorden, Inc. is pleased to submit this proposal for surveying services on the Vine City Demolition and Site improvements project. We will prepare a survey to show the location of all existing utilities within the project limits as outlined on the attached map to include all the properties listed in "Attachment B" plus the adjacent roadways. Locations will be based visible features plus utility company records. Top and invert elevations plus size of pipes for the storm and sanitary sewer systems will be shown. All survey data will be provided in auto cad format based on the same horizontal and vertical datum used for the Mineral Springs Relief Sewer Project plans, a copy of which will be provided to us.

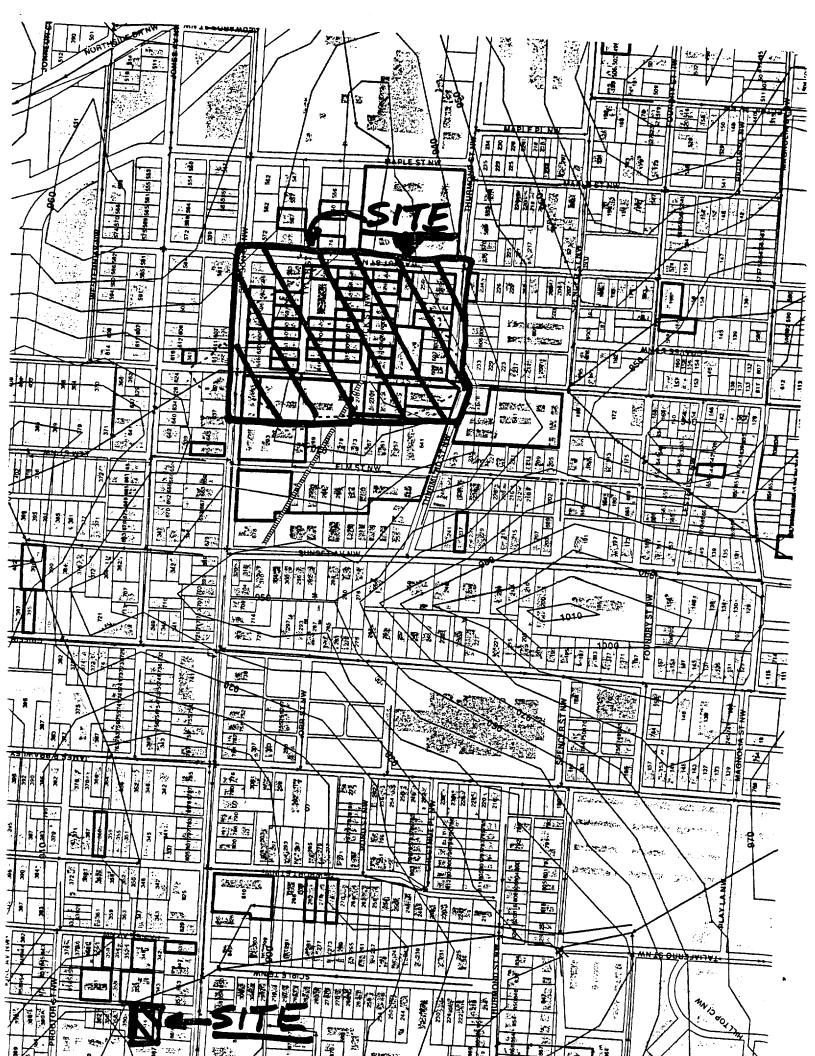
Marking of underground utilities by a private firm is not part of this scope, nor is location of service lines running to individual properties.

Fee Structure:

The estimated fee for our services will not exceed \$8800.00, computed from the rate schedule for our contract number FC-6980-97.

Party Chief Reg. Surveyor Engineer Instrument Operator Chainman Cad Operator GPS Operator Draftsman	52.00 83.00 90.00 38.00 22.00 58.00 56.00
GPS Operator	

SCHEDULE:	
We can complete the work within 1	18 Days of Notice To Proceed.
INVOICES: Invoices for the work will be submayable within thirty (30) days of inv	nitted on a monthly basis and are due and oice date.
LIMITATIONS and EXCLUSIONS:	
The terms and conditions contained in and Mapping Services shall govern.	n the City of Atlanta FC-6980-97. Surveying
HDR/WLJorden, Inc.	City of Atlanta
Phillip S. Curry	Ву:
Vice President	Date:
Attachments	



ATTACHMENT "B"

			Rock and Vine Streets Sewer Project Project Status Report	11/1/10	DIVILLA
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W. L. JORDEN & CO., INC. Engineers - Surveyors - Planners 1908 Cliff Valley Way ATLANTA, GEORGIA 30329 (404) 320-1001 FAX (404) 634-2964

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Supervises Field Wo.		7. 6 4.67 64.87. 4.38
Supervise Office W	ork. Par	1e701-6 krs e \$3= 498
	Meg. Surv	1eyo1-6 hrs @ \$3= 440
QA/QC		
- UT /ac	- Roo (eyor - 4 hse \$ 83 = 332
		ミナベ エーエー・レータ はんりょうっこし
		11030 100 - 232
(Surpa Banno) (S.S.) (Papeer) (Page) in: George (Supp. (Page) In the Order (CA. 1985) 100, 1985 (1900-75) (Str.)		#8280.00